

**MINUTES AND REPORT OF THE EXTRAORDINARY POLICY & MANAGEMENT COMMITTEE
HELD ON 4 JANUARY 2018**

* Councillor Reynolds – Chairman
* Councillor Walden – Vice Chairman

0	Councillor P Martin	0	Councillor Gordon-Smith
*	Councillor Poulter	*	Councillor Cosser
*	Councillor Wheatley	*	Councillor T Martin
*	Councillor Hunter	*	Councillor S Bott
*	Councillor Noyce	0	Councillor Welland
*	Councillor Williams	*	Councillor Pinches
*	Councillor Bolton	0	Councillor Gray
*	Councillor Purkiss	*	Councillor Wainwright
*	Councillor Follows		

* Present # Absent & no apology received 0 Apology L Late

346. MINUTES

The Minutes of the meeting held on 30 November 2017, having been previously circulated, were signed by the Chairman as a true record.

347. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

348. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

No petitions/statements/questions had been received from members of the public in accordance with Standing Order No 4.

349. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Councillor Bolton declared a non-pecuniary interest in Agenda Item 11 on the grounds that he is the portfolio holder at Waverley Borough Council for environmental services with responsibility for PSPO. Councillor Bolton stayed in the Chamber when that agenda item was debated.

350. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

	£
Godalming Town Council	
Accounts paid since the 1 st of December 2017	67,671.70
Receipts received since the 1 st of December 2017	12,272.12
 Balance held in Current Account	
Balance at 4 January 2018	20,593.31
 Balance held in the Business Deposit Account	
Balance at 4 January 2018	487,932.78

A schedule of the accounts paid was tabled for the information of Members and a copy is attached to record minutes. The vouchers relating to these payments were also tabled at the meeting for inspection. All payments made were in line with the agreed budget or other resolution of this Committee or Full Council.

Members agreed that the Chairman should sign the schedule of accounts paid.

351. BANK MANDATE

Members agreed the composition of the new bank mandate as below:

Mayor – Councillor Anne Bott
Deputy Mayor – Councillor Williams
Chairman of Policy & Management Committee – Councillor Reynolds
Vice Chairman of Policy & Management Committee – Councillor Walden
Chairman of Mayoralty Committee – Councillor Cosser
Vice Chairman of Mayoralty Committee – Councillor Noyce

352. BUDGET MONITORING

Members considered a budget monitoring report to 30 November 2017 and noted the current variance of £43,735 underspent against budget. It was further noted that there was a projected variance for the year end of £3,224 overspend.

353. REVISED ESTIMATES 2017/18 AND DRAFT BUDGET 2018/19

Members considered a report from the Responsible Finance Officer and agreed the revised estimates 2017/18 and draft budget 2018/19 and recommended them and a precept of £622,205 for 2018/19 to Full Council which represents a Band D increase of 10p per week.

354. GRANT AID WORKING GROUP

Members considered the report of the Grant Aid Working and resolved to accept the recommendations of the Grant Aid Working Group contained within the report.

355. PUBLIC SPACES PROTECTION ORDER NOTICE

Waverley Borough Council wishes to consult with the Town Council and other stakeholders within the borough on the possible scope and definition of the restricted area(s) of any potential Public Spaces Protection Order.

Members requested that the Town Clerk bring all Waverley Borough Council's consultation documents to this committee for review.

356. COMMUNICATIONS ARISING FROM THIS MEETING

Members identified the following items from this meeting to be publicised and the type of publicity required:

- 2018/19 Budget with its new budget lines and emerging projects
- The new Grant Scheme

357. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 18 January 2018 at 7.00 pm in the Council Chamber.

358. ANNOUNCEMENTS

There were no announcements.

THE COMMITTEE RESOLVED TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING AT THIS POINT PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED IE. STAFFING MATTERS.

359. SALARY BUDGET AUTHORISATION

Financial Regulation 4.4 requires that the salary budget be reviewed at least annually as part of the budget preparation process and that such review be evidenced by a hard copy schedule signed by the Town Clerk and the Chairman of Council or relevant committee.

Members agreed that the Chairman of Policy & Management authorise the tabled Schedule of Salaries.